



HAMPDEN TOWN COUNCIL MEETING
HAMPDEN MUNICIPAL BUILDING
AGENDA

MONDAY

NOVEMBER 1, 2021

6:00 P.M.

- A. PLEDGE OF ALLEGIANCE
- B. APPROVAL OF THE AGENDA
- C. CONSENT AGENDA
 - 1. SIGNATURES
 - 2. COUNCIL MINUTES
 - 3. COMMUNICATIONS
 - 4. COMMITTEE MINUTES
- D. PUBLIC COMMENTS
- E. POLICY AGENDA
 - 1. NEWS, PRESENTATIONS & AWARDS
 - a. Presentation of TDS Internet Service, *presented by Joel Dohmeier, Government & Regulatory Affairs Director of TDS.*
 - b. VFW Public Servant award presentation to Investigator William Miller, Hampden Police Department and Lieutenant Matthew Thomas, Hampden Fire Department, *presented by Curt Slininger, VFW.*
 - 2. PUBLIC HEARINGS
 - a. Proposed Hampden Storm Drain Connection Ordinance.
 - b. Proposed amendments to the Hampden Service Charge Ordinance, Section 4.
 - c. Proposed amendments to the Fees Ordinance, Article 2.2.21 Inflow and Infiltration Fee and Articles 5.2.8 and 5.2.9, Solid Waste Fees

Note: Council will take a five-minute recess at 8:00 p.m.

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MONDAY

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6:00 P.M.

AGENDA
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3. NOMINATIONS – APPOINTMENTS – ELECTIONS

F. COMMITTEE REPORTS

G. UNFINISHED BUSINESS

H. NEW BUSINESS

- a. Council authorization to place a Little Free Pantry on town property at the Municipal Building/Public Safety Complex.
- b. Council approval of the Certificate of Settlement reflecting the remaining balance of 2021 taxes in the amount of \$7,256.21 discharging Tax Collector Wanda Libbey from further obligation for collection- *pursuant to 36 MRSA Section 763.*
- c. Council approval of a renewal liquor license for White House Motel, Inc.
- d. Council approval of a renewal liquor license for Pat's Pizza Hampden
- e. Council approval to proceed with engineering for the repair of the Manning Mill Bridge to a highway load rating exceeding 30,000 pounds – *referral from Council workshop*
- f. Council authorization for the Town Manager to budget in FY23 for the shortfall of funds for the Manning Mill bridge project and to offset the expense with excess revenue sharing funds, account 1-212-00 – *referral from Council workshop*
- g. Council authorization for the expenditure of \$80,000 from the Fire Truck reserve 3-741-00 towards the purchase of an emergency fire/rescue vehicle with ability to respond to emergencies across Manning Mill Bridge – *referral from Council workshop*
- h. Council authorization for the expenditure of \$85,000 from ARPA funds towards the purchase of an emergency and covid response vehicle with ability to respond to emergencies across Manning Mill Bridge – *referral from Council workshop*
- i. Council authorization for the expenditure of \$15,000 from ARPA funds to reimburse the town for unemployment insurance expenses paid during the pandemic and to deposit into the personnel reserve account 3-733-00 – *referral from Council workshop*
- j. Council authorization for the expenditure of \$55,000 from ARPA funds to provide premium pay for emergency service personnel covering a 60 week period during the height of the pandemic – *referral from Council workshop*

Note: Council will take a five-minute recess at 8:00 p.m.

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- k. Council authorization for the expenditure of \$7,000 from ARPA funds to reimburse the town for the purchase of EMS supplies used during the pandemic – *referral from Council workshop*
- l. Council authorization for the expenditure of \$300,000 from ARPA funds for engineering costs for the sewer build-out on Coldbrook Rd. – *referral from Council workshop*
- m. Council authorization for the expenditure of \$150,000 from ARPA funds to repair the sewer line sag at Stoney Brook – *referral from Council workshop*
- n. Council authorization for the expenditure of \$100,000 from ARPA funds for the inspection, mitigation and possible repairs needed to mitigate infiltration and inflow within the sewer system – *referral from Council workshop*
- o. Council authorization for the expenditure of \$70,000 from ARPA funds for engineering costs for the Cottage St. stormwater project – *referral from Council workshop*
- p. Council authorization for the expenditure of \$536.35 from the Matching Grant reserve account 3-780-00 for the town's share of an MMA safety grant – *requested by Deputy Chief Lundstrom*

- I. MANAGER'S REPORT
- J. COUNCILOR'S COMMENTS
- K. ADJOURNMENT

Note: Council will take a five-minute recess at 8:00 p.m.

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MONDAY

NOVEMBER 1, 2021

6:00 P.M.

AGENDA
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Note: Council will take a five-minute recess at 8:00 p.m.

FOR THOSE THAT WISH TO PARTICIPATE IN THE
REMOTE HAMPDEN SPECIAL TOWN COUNCIL
WORKSHOP ON NOVEMBER 1, 2021 AT 6:00
PM YOU MAY PHONE IN USING THE
FOLLOWING NUMBER (FOLLOWED BY THE
PIN #)

1-636-498-4806 PIN 399 377 806#

OR-

FROM A LAPTOP OR A DESKTOP, YOU MAY GO
TO THIS URL: [https://meet.google.com/
tjm-ifvn-jfv?hs=122&authuser=0](https://meet.google.com/tjm-ifvn-jfv?hs=122&authuser=0) AND JOIN
US THAT WAY

**INSTRUCTIONS ARE POSTED WITH THE AGENDA
AND SEPARATELY ON THE TOWN CALENDAR AT
WWW.HAMPDENMAINE.GOV**

Using Google Meet to Participate in Hampden Town Council Remote Meetings

How to join:

1. Town Council members will receive an email or a Google Calendar Invite with a link to join the meeting.
2. People interested in joining will need to go to the link posted on the town events calendar at www.hampdenmaine.gov.
3. Anyone can also join for audio-only participation by calling the number provided on the town events calendar and then entering the PIN provided followed by the # symbol.

Protocols for Remote Meetings:

1. Log in or call in at least 5 minutes before scheduled start of meeting.
2. For the audio portion, use either your phone or your computer microphone, not both.
3. Mute your phone or computer mic unless speaking. Remember to un-mute if you want to speak. To mute or unmute in Google Meet, click on the little microphone icon at the bottom of the screen; note you may need to move your mouse pointer around the bottom of your screen to get the bottom bar to appear.
4. Speak up if using a computer microphone or if using the speaker function on your telephone.
5. Do not rustle papers in front of your mic unless it's muted. Please minimize background noise.
6. If you're referring to a document, identify it including page or sheet number.
7. If using the video function, have a light source in front of you if possible. Try to avoid backlighting.
8. If you want to look good, have your camera mounted at eye level or above. Look at yourself on screen to check the lighting, camera position, what's in the background, etc. In Google Meet, you can do this "video check" when you open the program before you join the meeting.
9. If you are participating by audio only, identify yourself when speaking.
10. ALL votes will be by roll call.
11. After the meeting is adjourned, click on the red phone icon on the bottom bar to leave the meeting, or (obviously) just hang up the phone if that is how you are participating.

For detailed instructions on using Google Meet, please refer to their website:

support.google.com/a/users/answer/9282720?hl=en

E-1-a



Town of Hampden
Economic Development

MEMORANDUM

To: Town Council

From: Amy Ryder, Economic Development Director

Date: October 28, 2021

RE: TDS Internet Service

Joel Dohmeier, the Government & Regulatory Affairs Director of TDS, has requested to come present to council about the fiber expansion plan and discuss the campaign TDS has released for high speed internet in Hampden.

Scott Brooks was his predecessor and did not represent TDS when they came to the prior council meeting.

This is an opportunity to ask any questions and express any concerns we may have.

Thank you,

Amy Ryder



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

October 4, 2021

To: Paula Scott
From: Victor J. Smith, P.E.
Subject: Stormwater and Cellar Drain Connection Ordinance

We have done some research into permitting cellar drains into our existing storm drain systems in response to recent rainfall events and backed up storm drains. We have found a 1992 resolution of the Hampden Town Council (attached to this memo) that allows cellar drains to be piped into our storm drain system although the resolution never specifically says closed drainage system but does refer to open drainage ditches. This resolution also states that piping into our system is allowed but property owners do it at their own risk.

A storm drain system be it open ditches or a closed system (catch basins and pipe) is typically designed and intended to remove surface water from our roadways to protect them from freezing in the winter and saturating the base and subgrade which amplifies loading of the roadway base and can contribute to premature roadway failure. Drainage systems are designed for the expected surface water volume and typically does not account for water pumped into it from sump pumps.

For the sake of this memo, I am going to provide a short hypothetical example of how inflow into the stormwater system from basements can cause issues and backups. A typical 12 PE drainpipe set at a 1% grade can discharge approximately 1900 gallons per minute. A typical ½ HP sump pump can pump 60-85 gallons/min depending upon the configuration of the pump. It is not unreasonable to believe that in a flat area such as Independence that all the basement sump pumps are hooked into the Towns stormwater system. During excessive rainfalls which fill the pipes there is no place for this water to go. Just ten homes with sump pumps kicking on at the same time fill the pipe to 1/3 its capacity without a drop of surface water entering the system.

Closed drainage systems are typically not maintained except for cleaning out the sumps of the catch basins. If an underground storm drain pipe gets clogged between basins then the jet truck would be employed to clean the pipe. This cleaning is not done as part of routine maintenance but is done when a definite backup is noticed in a catch basin. By the time a backup is observed it is already too late to prevent water from backing up into any cellar that is connected to it.

The proper way for a homeowner to hook into the Town's drainage system is to install an inline backflow preventer in the pipe leaving the basement towards the drainage system. This prevents backed up water in the drainage system from backflowing into the basement from the Towns overloaded system. Additionally, since the sump pump cannot force water

into an overloaded system the sump piping should allow for a secondary discharge out onto the property owners lawn. A system so designed should keep the basement dry during almost all rainfall events.

During the last fourteen months we have experienced four significant heavy rainfall events that have caused localized flooding in some of our storm drain systems. These systems will take time and money to get replaced. In the meantime, I believe that we should update our cellar drain connection ordinance to require a backflow preventer for every basement drain that enters our storm drain system so that the Town's surface water runoff does not enter property owners basements due to clogged or overwhelmed storm drains.

TOWN OF HAMPDEN
STORM DRAIN CONNECTION ORDINANCE

1 Purpose and Applicability

1.1 Purpose. This Ordinance is to promote the public health, safety, and general welfare by establishing requirements and procedures to control the adverse impacts associated with stormwater runoff within the Town of Hampden.

1.2 Applicability. This Ordinance shall apply to:

- A. Developments with private storm drains that connect to a stormwater system owned and maintained by the Town of Hampden, and;
- B. The construction and reconstruction of all private storm drains that connect to a stormwater system owned and maintained by the Town of Hampden.

1.3 Interpretation

1.3.1 Interpretation. Nothing in this Ordinance shall be construed to prevent the construction of stormwater systems which meet higher standards or use improved methods or materials of equivalent or higher quality.

1.4 Repeal of Resolution

1.4.1 Repeal of Resolution. This Ordinance shall repeal the *Resolution on Cellar Drains* effective March 16, 1992.

1.5 Conflict with Ordinance

1.5.1 Conflict with Ordinance. This Ordinance shall in no way circumvent, impair, or remove the necessity of compliance with any other rule, regulation, bylaw, permit, or provision of law.

2 Definitions

For the purpose of this Ordinance, the following shall mean:

Backflow Preventer – A device that prevents the undesirable reversal of flow of a liquid, gas, or suspended solid in a storm drain piping system.

Connection – Any physical connection or potential connection whereby the public stormwater system is connected, directly or indirectly, with a private storm drain.

Illicit Connection – Any manmade conveyance connecting an illicit discharge directly to a municipal separate storm drainage system.

Storm Drain or Storm Sewer – A piping system which carries storm and surface waters and drainage but excludes sewage and industrial waste.

Stormwater System – The constructed and natural facilities used or required for the management, collection, conveyance, temporary storage, control, monitoring, treatment, use, and disposal of stormwater.

Closed System – A closed drainage system uses pipes and catch basins to convey stormwater to detention areas or other discharge locations.

Open System – An open drainage system uses swales, ditches, culverts, and open channels to convey stormwater to detention areas or other discharge locations.

3 Requirements

- 3.1 Backflow Preventer.** A backflow preventer shall be installed on all private storm drain systems that connect to a stormwater system owned and maintained by the Town of Hampden.
- 3.2 Installation and Maintenance.** The installation and maintenance of a backflow preventer and private storm drain shall be at the expense of the property owner and/or developer.

4 Prohibitions and Noncompliance

- 4.1 Prohibitions.** The following types of connections are prohibited:
- A. The construction, use, maintenance, or continued existence of a private storm drain connection to a public stormwater system without the required backflow preventer as stated in this Ordinance.
 - B. This prohibition expressly includes, without limitation, private storm drain connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
 - C. Illicit connections to sewer lines as defined in the *Town of Hampden Sewer Ordinance*.
- 4.2 Noncompliance.** It is the responsibility of the property owner and/or developer to comply with the requirements of this Ordinance. Therefore, the property owner and/or developer assumes liability for all damage resultant from a private storm drain system found in noncompliance with this Ordinance.

RESOLUTION ON CELLAR DRAINS

WHEREAS, the Town of Hampden maintains a number of drainage ditches to accommodate surface water run off, etc.; and

WHEREAS, there appears to be an increasing number of private cellar drains being pumped to the town's drainage ditches; and

WHEREAS, the Town of Hampden does not have a written policy on said cellar drains being pumped to town ditches; and

WHEREAS, the Town of Hampden chooses not to penalize those propertyowners utilizing the town's drainage system; and

WHEREAS, in some cases, an alternate private drainage system cannot be provided.

NOW THEREFORE BE IT HEREBY RESOLVED, that the Hampden Town Council hereby declares those propertyowners utilizing town drainage systems may continue to do so at their own risk and with the further understanding that the propertyowner is liable for any back up or freeze up to private property.

March 16, 1992

HAMPDEN TOWN COUNCIL

By: _____

TOWN COUNCIL MAYOR

PASSED 3/16/92

**Memorandum**

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: October 28, 2021
RE: Service Charges Ordinance
amendments

As discussed at the October 12th workshop, research by the Deputy Treasurer indicates that the Town would be better off to keep the Service Charge Ordinance with amendments in place rather than going to a PILOT program. The ordinance has weight behind it and can be enforced where PILOT is more of a 'friendly agreement'. As discussed at the workshop, the formula that is used to determine just value and the fact that once the financials are brought to us and the non-profit can demonstrate that the service charge is in excess of 2% of the revenues, the Council ends up abating the excess charges. The proposed amendments address the Council objectives to not have to abate every year. We are asking for the Council to approve this ordinance as amended.

The Town of Hampden Hereby Ordains

Proposed amendment of the Service Charges Ordinance

Deletions are ~~Strikethrough~~ Additions Double Underlined

TOWN OF HAMPDEN
SERVICE CHARGE ORDINANCE

Sec. 1. Authority. This Ordinance is enacted to pursuant to
30-A M.R.S.A. § 3001 36 M.R.S.A §652 (1) (L).

Sec. 2. Purpose. The purpose of this Ordinance is to establish an annual service charge to recover the cost of providing municipal services, other than education and general assistance, to owners and/or occupants of certain institutional and organizational real property which is otherwise exempt from state or municipal taxation.

Sec. 3. Creation of Service Charge. An annual service charge is hereby established effective with the municipal fiscal year commencing on July 1, 1992. The service charge shall be levied by the municipal officers against all residential property owned by an organization or institution if the property is otherwise totally exempt from property taxation and is used to provide rental income. The service charge shall not apply to student housing or parsonages.

Sec. 4. Calculation of Service Charge. The service charge shall be calculated according to the actual cost of providing municipal services to the property in question and the persons who use that property. Municipal services shall include, without limitation, the following: fire protection, police protection, road maintenance and construction, traffic control, snow and ice removal, ~~sewer-service~~, sanitation services, and any other services. For the purpose of this Ordinance, municipal services shall not include education and general assistance. Sewer service is billed at the metered rate for all users regardless of tax exemption status. The service charge benchmark for each property shall be determined in accordance with the following formula.

$$\frac{B}{V} \times JV = SC$$

where:

B = Budget for current fiscal year for municipal services, except education and general assistance

V = Total taxable valuation of municipality for the current fiscal year

JV = Just value of property in question

SC = Service Charge of property in question

The assessor shall provide the municipal officers with the following information at the time of the annual tax commitment: (1) list of property to which a service charge is applicable under this ordinance., (2) total taxable valuation of the municipality for the current fiscal year, and (3) the just value of the properties in question. The Town Manager shall provide the municipal officers with the amount of the budget for municipal services for the current fiscal year, along with a proposed service charge for each tax exempt property based on the foregoing formula. Once the initial service charge is established, the same charge will be assessed for four ensuing years. On the fifth year, the service charge will be reestablished based upon the foregoing formula.

Sec. 5. Levy of Service Charge. The municipal officers shall levy the annual service charge on the tax exempt property subject to a service charge under this Ordinance and shall establish a due date for payment of the same. The Treasurer shall send a statement to every affected property owner setting forth the amount of the service charge levied on the subject property.

Sec. 6. Limitation on Service Charge. The total service charges levied by the municipal officers under this Ordinance against any institution or organization shall not exceed 2% of the gross annual revenues of that institution or organization. Provided, however, that in order to qualify for the foregoing limitation, the institution or organization shall file with the municipal officers an audit of revenues of the institution or organization for its last fiscal year for which the service charge was levied. The municipal officers shall abate the service charge amount that is in excess of 2% of the gross annual revenues.

Sec. 7. Collection. Unpaid service charges shall be collected in any manner available to the municipality, including, with limitation, the procedure provided in 38 M. R. S. A. § 1208, as may be amended from time to time.

Sec. 8. Use of Revenues. Revenues accrued from service charges shall be used, as much as possible, to fund the cost of providing the municipal services which were considered in calculating the service charges.

Sec. 9. Appeals. Any institution or organization may challenge the decision of the municipal officers to levy a particular service charge or the amount of a particular service charge by filing an appeal with the Board of Assessment Review. Such appeals shall be filed in writing with Town Clerk within 60 days of the date on which notice is provided to the institution or organization by the Treasurer under Sec. 5 above indicating the amount of the service charge levied by the municipal officers. The Board of Assessment Review shall conduct a public hearing on the appeal and shall issue a written decision thereon within 60 days of the date the appeal was filed with the Town Clerk. Failure to issue a decision on an appeal within 60 days of the date the application was filed shall be deemed to be a denial thereof.

The appeal shall be processed in accordance with all applicable laws or ordinances, and such rules of procedure as may be established by or for the Board of Assessment Review. Any decision by the Board may be appealed to Superior Court by an aggrieved party pursuant to rule 80B of the Maine Rules of Civil Procedure.

Sec. 10. Severability. Should any provisions of this Ordinance be declared invalid by the Courts, such decision shall not invalidate any other provision of this Ordinance.

Adopted By Hampden Town Council on May 18, 1992. 

Amended by Hampden Town Council on _____



TOWN OF HAMPDEN DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

September 23, 2021

To: Paula Scott
From: Victor J. Smith, P.E.
Subject: I/I Fee Request

Inflow and Infiltration (I/I) into our existing sewer system is costing the Town of Hampden tens of thousands of dollars every year in the form of increased wastewater processing costs, wear and tear on our pump stations, and increased electricity usage to power the pumps. I/I also uses sewer flow capacity which would be better used for development and actual sewage flow.

Infiltration is groundwater that seeps into the sewer collection system through damaged and aging pipes and manholes. Point sources of infiltration are being corrected as they are discovered. Other sources of infiltration can only be addressed by upgrading aging systems which requires significant expenditure to rebuild the system. This is being done as money becomes available but is a much more difficult thing to correct in the short term.

The most efficient way to reduce the capacity demand of our sewer system is to eliminate sources of inflow to the system. Inflow is water that enters our sewer system through direct connection of stormwater drainage to our sewer system. This typically takes the form of basement sump pumps that are directly tied to the sewer system inside of buildings. Inflow of this type cannot be measured or accounted for unless the basement of these buildings can be inspected.

These inspections have met with some resistance from residents as an invasion of privacy. Our sewer ordinance gives us the legal right to inspect basements, but we do not have the time or manpower to deal with resistant residents who do not want to be cooperative with inspections. For this reason, I am proposing the imposition of an I/I fee to be added to the sewer bills in the amount of \$50 per quarter. This fee would be based upon the number of buildings serviced by that account, (example: an apartment complex with 5 separate buildings would be charged \$250 per quarter whereas a single-family residence would be charged \$50 per quarter). This fee would be removed from an account once the Town was allowed access to perform an inspection and no direct connection was found.

We currently have 1573 sewer accounts which would require inspection minus a few that have been inspected during the Mayo Road I/I study. This would require significant manpower resources, especially if everyone called for inspections in a short period of time. I propose to enact the fee and make the first billing of the I/I fee be scheduled for the January 2023 billing. This gives the town approximately 14 months to do the inspections that would be requested by residents and businesses.

It will also allow for approximately 14 months for residents and businesses that may still be illegally connected to get any repairs done and inspected before the fee officially goes into effect.

To this end the sooner that we minimize the amount of inflow into our system the sooner we can start using that excess capacity to fuel development. Eliminating inflows will also allow us to determine whether we have significant infiltration into certain sections of our system because we will be able to inspect our systems during off peak hours and monitor the flows during rain events and high groundwater times of the year. Determining whether high flows are caused by inflow or infiltration will determine the course of action that will be required to correct the issue.



TOWN OF HAMPDEN
DEPARTMENT OF PUBLIC WORKS

106 WESTERN AVE.
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

October 28, 2021

To: Paula Scott
From: Victor J. Smith, P.E.
Subject: FEES Ordinance Request – Small Item Demo Pass

We spent about a month during this past summer working with a Transfer Station Committee to determine improvements to service and operations in the Transfer Station. One of the discussion topics and desires of the Committee was to institute a means for residents to dispose of single/small demo items without purchasing the \$100 demo sticker. We have proposed a single/small demo item punch card for this purpose. Being able to dispose of these items with a punch card will keep demo items from being thrown in with the MSW.

We propose a \$15.00 punch card that will be valid for 6 demo items or combination of demo items to be disposed of at the Transfer Station. We have not fully defined how individual items will be valued at this time but acceptance of this fee in the ordinance will allow us to refine what can be disposed of and how many punches on the pass it will require. The accepted items and required punches on the card will be communicated to the residents once the cards are available.

2.15.9.3 Cost for public notices and mailings At Cost

2.16 Post-Construction Stormwater Management Ordinance *(added 11/4/2019)*

2.16.1 Administrative Fee (initial approval)	\$50
2.16.2 Draw Account Deposit (for technical review) ^{1, 2, 3}	\$1,000
2.16.3 Annual Certification Review Fee (paid each year with the annual report)	\$150

2.17 Private Event Venue Licensing Ordinance *(added 11/4/2019)*

2.17.1 Private Event Venue License – Initial Application	\$200
2.17.2 Private Event Venue License – Renewal Application	\$100
2.17.3 Cost for public notices and mailings	At Cost

2.18 Shoreland Zoning Ordinance *(added 3/3/2020)*

2.18.1 Application Fee – Code Enforcement Officer	\$100
2.18.2 Application Fee – Planning Board, stand-alone application ¹	\$200
2.18.3 Application Fee – Planning Board, with other application ¹	\$50
2.18.4 Application Fee – Board of Appeals	\$250
2.18.5 Cost for public notices and mailings	At Cost

1. A stand-alone application before the Planning Board is one in which no other applications are needed, such as site plan or subdivision.

2.19 Marijuana Ordinance

2.19.1 Registered Caregiver License – Initial Application	\$400
2.19.2 Registered Caregiver - Renewal Application	\$350
2.19.3 Medical & Adult-use Marijuana Business – Initial Application	\$875
2.19.4 Medical & Adult-use Marijuana Business – Renewal Application	\$500

2.20 Solar Energy Ordinance Permitting Fees *(added 1/6/21)*

2.20.1 Small Scale Solar Systems (Roof or Ground-Mounted)	
2.20.1.1 Less than 15,000 sq ft of land coverage	\$300.00
2.20.2 Medium and Large-Scale Ground-Mounted	
2.20.2.1 15,000 sq ft to 87,120 sq ft (2 acres) of land coverage	\$1,000.00
2.20.2.2 >2 to < 5 acres of land coverage	\$2,700.00
2.20.2.3 >5 to < 10 acres of land coverage	\$5,500.00
2.20.2.4 >10 acres of land coverage	\$10,000.00
2.20.3 Cost for public notices and mailings:	At cost

2.21 Inflow and Infiltration Fee

ARTICLE 5
PUBLIC WORKS
Amended 11-17-03, 4-19-16

5.1. **Additional Fees**

5.1.1.	Public Works Dept. Labor After 3:00 PM	\$200.00 per person (up to 4 hours); \$50.00 per person per hour for every hour above 4.
5.1.2.	Street Opening/Utility Connection Permit	\$50.00
5.1.3.	Sewer Connection	Determined based on proposed use and flow in accordance with Sewer Connection Fee Calculation Worksheet and Sewer Connection Fee Schedule.

5.2. **Solid Waste Fees**

5.2.1.	(DELETED 11/6/17)	Refer to Article 2
5.2.2.	(DELETED 11/6/17)	Refer to Article 2
5.2.3.	(DELETED 11/6/17)	Refer to Article 2
5.2.4.	Resident Transfer Station Decal	\$10.00
5.2.5.	Replacement of lost Transfer Station or Demo/Transfer Station Decal (Amended 5/15/17) (Amended 3/3/2020)	\$5.00
5.2.6.	Resident Demo/Transfer Station Decal (Amended 11/04/2019)	\$100.00
5.2.7.	Recycling Permit (Amended 3/3/2020)	\$10.00
5.2.8.	Resident refrigerant decal	\$15.00
5.2.9.	Resident small item demo pass	\$15.00

2.15.9.3 Cost for public notices and mailings At Cost

2.16 Post-Construction Stormwater Management Ordinance *(added 11/4/2019)*

2.16.1 Administrative Fee (initial approval)	\$50
2.16.2 Draw Account Deposit (for technical review) ^{1, 2, 3}	\$1,000
2.16.3 Annual Certification Review Fee (paid each year with the annual report)	\$150

2.17 Private Event Venue Licensing Ordinance *(added 11/4/2019)*

2.17.1 Private Event Venue License – Initial Application	\$200
2.17.2 Private Event Venue License – Renewal Application	\$100
2.17.3 Cost for public notices and mailings	At Cost

2.18 Shoreland Zoning Ordinance *(added 3/3/2020)*

2.18.1 Application Fee – Code Enforcement Officer	\$100
2.18.2 Application Fee – Planning Board, stand-alone application ¹	\$200
2.18.3 Application Fee – Planning Board, with other application ¹	\$50
2.18.4 Application Fee – Board of Appeals	\$250
2.18.5 Cost for public notices and mailings	At Cost

1. A stand-alone application before the Planning Board is one in which no other applications are needed, such as site plan or subdivision.

2.19 Marijuana Ordinance

2.19.1 Registered Caregiver License – Initial Application	\$400
2.19.2 Registered Caregiver - Renewal Application	\$350
2.19.3 Medical & Adult-use Marijuana Business – Initial Application	\$875
2.19.4 Medical & Adult-use Marijuana Business – Renewal Application	\$500

2.20 Solar Energy Ordinance Permitting Fees *(added 1/6/21)*

2.20.1 Small Scale Solar Systems (Roof or Ground-Mounted)	
2.20.1.1 Less than 15,000 sq ft of land coverage	\$300.00
2.20.2 Medium and Large-Scale Ground-Mounted	
2.20.2.1 15,000 sq ft to 87,120 sq ft (2 acres) of land coverage	\$1,000.00
2.20.2.2 >2 to < 5 acres of land coverage	\$2,700.00
2.20.2.3 >5 to < 10 acres of land coverage	\$5,500.00
2.20.2.4 >10 acres of land coverage	\$10,000.00
2.20.3 Cost for public notices and mailings:	At cost

2.21 Inflow and Infiltration Fee

\$50.00 per Qtr

Town of Hampden

Public Hearing Notice

Notice is hereby given that the Hampden Town Council will conduct a public hearing at 6:00 pm on Monday, November 01, 2021, in the Municipal Building Council Chambers, located at 106 Western Avenue, Hampden, to hear the following:

1. Proposed Hampden Storm Drain Connection Ordinance.
2. Proposed amendments to the Hampden Service Charge Ordinance, Section 4.
3. Proposed amendments to the Fees Ordinance, Article 2.2.21 Inflow and Infiltration Fee.
4. Proposed amendments to the Fees Ordinance, Solid Waste Fees Article 5.2.8 and 5.2.9.

The full text of the proposed ordinance amendments is available at the Municipal Building or online at www.hampdenmaine.gov.

Gayle Decker
Town Clerk

Legal Notices**TOWN OF HAMPDEN
PUBLIC HEARING NOTICE**

Notice is hereby given that the Hampden Town Council will conduct a public hearing at **6:00 pm on Monday, November 01, 2021**, in the Municipal Building Council Chambers, located at 106 Western Avenue, Hampden, to hear the following:

1. Proposed Hampden Storm Drain Connection Ordinance.
2. Proposed amendments to the Hampden Service Charge Ordinance, Section 4.
3. Proposed amendments to the Fees Ordinance, Article 2.2.21 Inflow and Infiltration Fee.
4. Proposed amendments to the Fees Ordinance, Solid Waste Fees Article 5.2.8 and 5.2.9.

The full text of the proposed ordinance amendments is available at the Municipal Building or online at www.hampdenmaine.gov.

Gayle Decker
Town Clerk

Oct. 22, 2021

**Memorandum**

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: 10/28/2021
RE: Little Free Pantry

Similar to the Little Free Library which the Council endorsed and which was installed at the Lura Hoyt Pool site, we have been approached by a resident and school teacher, Lori Matthews who is interested in spearheading a Little Free Pantry project. Following this memo, you will see information that she has provided, as well as email correspondence indicating that she has been approved for a grant for materials. We are seeking authorization to place this on town property at the Municipal Building/Public Safety complex.

Lori Matthews

14 Ruth Ave
Hampden, ME 04444
207.991.2911

Little Free Pantry- Hampden

19th October, 2021

OVERVIEW

The first Little Free Pantry (LFP) was built in 2016 and they now number in the hundreds across the country. The Little Free Pantry applies the Little Free Library® concept to activate neighbor engagement with food insecurity. Individuals or groups (stewards) provide structures at their site of choice and coordinate supply. Open all the time, no questions asked, mini pantries fill emergency food service gaps. (From littlefreepantry.org)

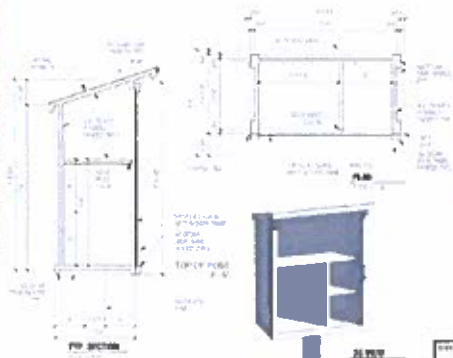
How does the Little Free Pantry differ from other food pantries?

- The LFP is small, so it cannot stock the quantity and variety other food pantries can. For this reason, it should not be relied on for meeting pervasive need.
- Many food pantries require application before use and have set hours of operation. Anyone may access the LFP at any time.
- Food pantries operate as service providers, those who use them as clients. The LFP dissolves that professional boundary. Whether stocking or taking stock, everyone approaches the LFP the same way, mediating the shame that accompanies need.
- Food pantries are critical in addressing food insecurity. But some fall through the cracks. The LFP is a safety net. (From littlefreepantry.org)

TIMELINE

1. Design, fund, and have an LFP structure built by the end of November 2021 at the Town Office/Public Safety complex.
2. Install the structure and publicize location, needs, and suggested items from community members early December.

EXAMPLES



The structure will be built from plywood and generic wood trim pieces. The door will have a plexiglass insert to provide a view of the contents. Shelving inside will allow contents to be organized and provide maximum space. Paint and sealants will be used to weatherproof the structure. **Material and construction costs will be by donation and/or grants.**

The pantry will be installed on a post set into a concrete base. It is proposed that the Town of Hampden public works department install the base according to the Town's specifications as well as providing a space outside of the Town Office/Public Safety building. A location at this site provides safety from traffic, security, and a source of supervision for basic issues. As a well known, central place in the community, word will spread easily and support by donations will be enhanced.



Paula Scott <townmanager@hampdenmaine.gov>

Little Free Pantry proposal

1 message

Laura Matthews <ljmatt22@gmail.com>

Tue, Oct 19, 2021 at 8:27 PM

To: TownManager@hampdenmaine.gov, Wrighttowncouncil@hampdenmaine.gov

Good evening! Paula, thank you for taking the time to hear me out today. I am confident that the Town Council will see the value in this project and we'll get it moving quickly.

Shelby, please ask any questions you might have as you read the proposal. Paula and I talked about getting this proposal before the group as soon as possible so that we can get it built and installed before the ground is frozen and the holidays see an increased need.

If you would need me to attend a meeting, let me know! I am going to start the preliminary fundraising as well as applying for a grant so that materials can be ordered. I hope I am not jumping the gun here but I want to have things in place with the hope that it meets the Council's approval!

**Little Free Pantry proposal.pdf**

1292K



Paula Scott <townmanager@hampdenmaine.gov>

grant funding

1 message

Laura Matthews <ljmatt22@gmail.com>

Sun, Oct 24, 2021 at 12:53 PM

To: Wrighttowncouncil@hampdenmaine.gov, TownManager@hampdenmaine.gov

I heard back today from Kären Rasmussen, Director, No Child Goes Hungry www.nochildgoeshungry.net that she has approved my grant request for the pantry. She will send me a check for materials and labor as soon as hear back from the Town Council!

Great news!

H-b



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: 10/26/2021
RE: Certificate of Settlement for 2021 taxes

Pursuant to 36 MRSA Section 763, when taxes remain unpaid beyond the date of lien, the municipal officers release the Tax Collector from any further obligation or liability to collect the taxes that remain unpaid. Instead, it becomes the Treasurer's responsibility to collect the outstanding amounts due. The amount of taxes presented represent \$6,091.54 in personal property taxes and \$1,164.67 in real estate taxes. We are requesting an approval of the Certificate of Settlement discharging the Tax Collector from further obligation to collect, as stated in the agenda item.

Certificate Of Settlement

36 M.R.S.A § 763

COUNTY OF Penobscot ss.

STATE OF MAINE

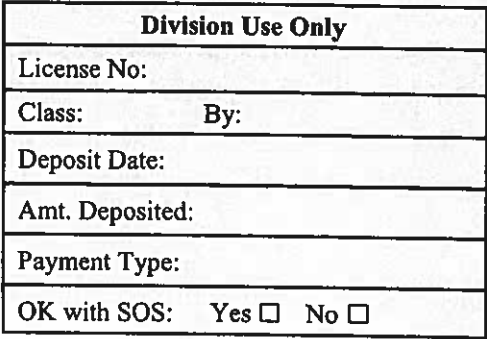
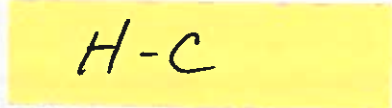
TO: Wanda Libbey, Tax Collector of the Municipality of Hampden within this County:
We hereby certify that the 2021 taxes committed to you consisting of:

Real and Personal Tax commitments:	\$14,049,312.72
Supplemental commitments totaling:	\$20,986.17
Interest	\$17,147.08
A grand total of:	\$14,087,445.97
Cash Payments:	\$13,661,597.37
Abatements Granted:	\$58,939.11
Tax Lien Mortgages: (Recorded in the Penobscot County Registry of Deeds)	\$359,653.28
Other Credits:	\$0.00
A net total of:	\$14,080,189.76
Balance Due of:	\$7,256.21

Under authority contained in MRSA, Title 36, Section 763, as amended, we hereby discharge you from further liability or obligation to collect the balance due of : \$7,256.21 and acknowledge receipt of the tax lists for the taxable year 2021.

Given under our hands this 26th day of October 2021.

Municipal Officers



4. Indicate the type of license applying for: (choose only one)

- | | | |
|--|--|---|
| <input type="checkbox"/> Restaurant
(Class I, II, III, IV) | <input type="checkbox"/> Class A Restaurant/Lounge
(Class XI) | <input type="checkbox"/> Class A Lounge
(Class X) |
| <input checked="" type="checkbox"/> Hotel
(Class I, II, III, IV) | <input type="checkbox"/> Hotel – Food Optional
(Class I-A) | <input type="checkbox"/> Bed & Breakfast
(Class V) |
| <input type="checkbox"/> Golf Course (included optional licenses, please check if apply)
(Class I, II, III, IV) | <input type="checkbox"/> Auxiliary | <input type="checkbox"/> Mobile Cart |
| <input type="checkbox"/> Tavern
(Class IV) | <input type="checkbox"/> Other: _____ | |
| <input type="checkbox"/> Qualified Caterer | <input type="checkbox"/> Self-Sponsored Events (Qualified Caterers Only) | |

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

155 Littlefield Ave Bangor, Maine 04401

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No

7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☐ Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
John D. Lafayette, III	09/17/1955	Bangor
Carla J. Lafayette(Rawcliffe)	02/08/1956	Bangor
LeeAnn Hawes (Levine)	05/05/1967	Bangor
Residence address on all the above for previous 5 years		
Name	Address:	
John D. Lafayette III	89 Main RD N Hampden, ME 04444	
Name	Address:	
Carla J. Lafayette	89 Main Rd N Hampden, ME 04444	
Name	Address:	
LeeAnn Hawes	768 Lakins Rd Stetson, Maine 04488, 137 Dewitt Ave Bangor, ME 04401	
Name	Address:	

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☒ Yes ☐ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: White House Motel

Date of Conviction: 11/02/1996

Offense: possession of alcohol after hours

Location: Lounge

Disposition: fined

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____

Date of Conviction: _____

Offense: _____

Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: 75.00

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

75 room hotel, 3 stories, white

20. What is the distance from the premises to the **nearest** school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: St Matthews Catholic Church

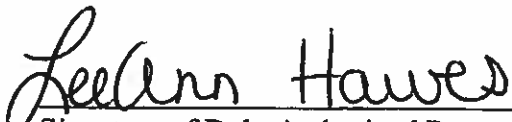
Distance: 2.00

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 10/20/2021



Signature of Duly Authorized Person

Signature of Duly Authorized Person

LeeAnn Hawes

Printed Name Duly Authorized Person

Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

B. The municipal officers or the county commissioners, as the case may be, shall provide public notice of any hearing held under this section by causing a notice, at the applicant's prepaid expense, stating the name and place of hearing, to appear on at least 3 consecutive days before the date of hearing in a daily newspaper having general circulation in the municipality where the premises are located or one week before the date of the hearing in a weekly newspaper having general circulation in the municipality where the premises are located.

C. If the municipal officers or the county commissioners, as the case may be, fail to take final action on an application for a new on-premises license or transfer of the location of an existing on-premises license within 60 days of the filing of an application, the application is deemed approved and ready for action by the bureau. For purposes of this paragraph, the date of filing of the application is the date the application is received by the municipal officers or county commissioners. This paragraph applies to all applications pending before municipal officers or county commissioners as of the effective date of this paragraph as well as all applications filed on or after the effective date of this paragraph. This paragraph applies to an existing on-premises license that has been extended pending renewal. The municipal officers or the county commissioners shall take final action on an on-premises license that has been extended pending renewal within 120 days of the filing of the application.

D. If an application is approved by the municipal officers or the county commissioners but the bureau finds, after inspection of the premises and the records of the applicant, that the applicant does not qualify for the class of license applied for, the bureau shall notify the applicant of that fact in writing. The bureau shall give the applicant 30 days to file an amended application for the appropriate class of license, accompanied by any additional license fee, with the municipal officers or county commissioners, as the case may be. If the applicant fails to file an amended application within 30 days, the original application must be denied by the bureau. The bureau shall notify the applicant in writing of its decision to deny the application including the reasons for the denial and the rights of appeal of the applicant.

2. Findings. In granting or denying an application, the municipal officers or the county commissioners shall indicate the reasons for their decision and provide a copy to the applicant. A license may be denied on one or more of the following grounds:

A. Conviction of the applicant of any Class A, Class B or Class C crime;

B. Noncompliance of the licensed premises or its use with any local zoning ordinance or other land use ordinance not directly related to liquor control;

C. Conditions of record such as waste disposal violations, health or safety violations or repeated parking or traffic violations on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises or other such conditions caused by persons patronizing or employed by the licensed premises that unreasonably disturb, interfere with or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use their property in a reasonable manner;

D. Repeated incidents of record of breaches of the peace, disorderly conduct, vandalism or other violations of law on or in the vicinity of the licensed premises and caused by persons patronizing or employed by the licensed premises;

D-1. Failure to obtain, or comply with the provisions of, a permit for music, dancing or entertainment required by a municipality or, in the case of an unincorporated place, the county commissioners;

E. A violation of any provision of this Title;

F. A determination by the municipal officers or county commissioners that the purpose of the application is to circumvent the provisions of section 601; and

G. After September 1, 2010, server training, in a program certified by the bureau and required by local ordinance, has not been completed by individuals who serve alcoholic beverages.

3. Appeal to bureau. Any applicant aggrieved by the decision of the municipal officers or county commissioners under this section may appeal to the bureau within 15 days of the receipt of the written decision of the municipal officers or county commissioners. The bureau shall hold a public hearing in the city, town or unincorporated place where the premises are situated. In acting on such an appeal, the bureau may consider all licensure requirements and findings referred to in subsection 2.

A. Repealed

B. If the decision appealed from is an application denial, the bureau may issue the license only if it finds by clear and convincing evidence that the decision was without justifiable cause.

4. Repealed

5. Appeal to District Court. Any person or governmental entity aggrieved by a bureau decision under this section may appeal the decision to the District Court within 30 days of receipt of the written decision of the bureau.

An applicant who files an appeal or who has an appeal pending shall pay the annual license fee the applicant would otherwise pay. Upon resolution of the appeal, if an applicant's license renewal is denied, the bureau shall refund the applicant the prorated amount of the unused license fee.

Section IV: Terms and Conditions of Licensure as an Establishment that sells liquor for on-premises consumption in Maine

- The licensee/applicant(s) agrees to be bound by and comply with the laws, rules and instructions promulgated by the Bureau.
- The licensee/applicant(s) agrees to maintain accurate records related to an on-premise license as required by the law, rules and instructions promulgated or issued by the Bureau if a license is issued as a result of this application.
 - The licensee/applicant(s) authorizes the Bureau to obtain and examine all books, records and tax returns pertaining to the business, for which this liquor license is requested, and also any books, records and returns during the year in which any liquor license is in effect.
- Any change in the licensee's/applicant's licensed premises as defined in this application must be approved by the Bureau in advance.
- All new applicants must apply to the Alcohol and Tobacco Tax and Trade Bureau (TTB) for its Retail Beverage Alcohol Dealers permit. See the TTB's website at <https://www.ttb.gov/nrc/retail-beverage-alcohol-dealers> for more information.

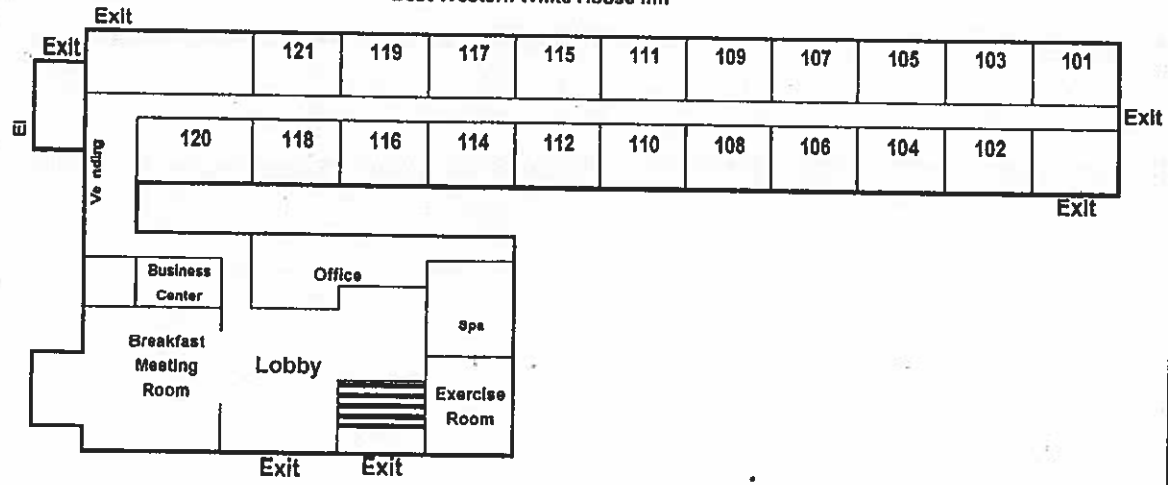
Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

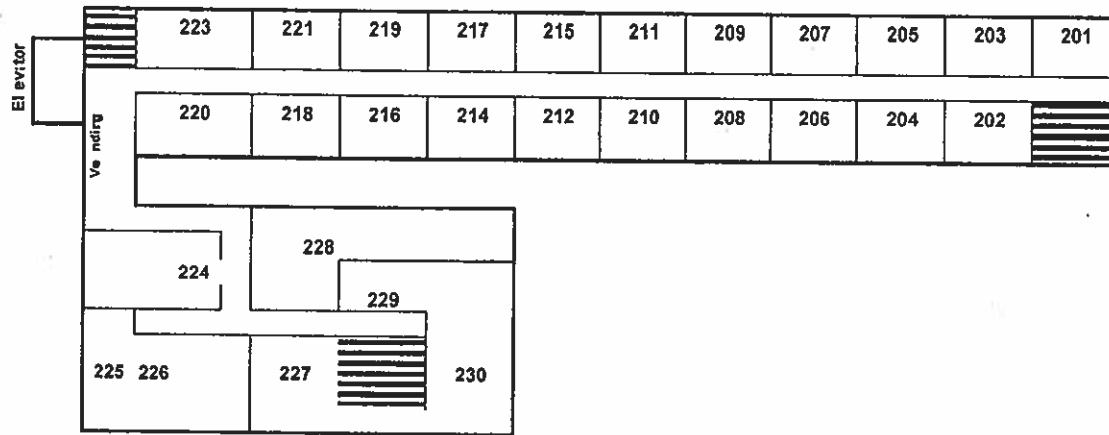
Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Best Western White House Inn

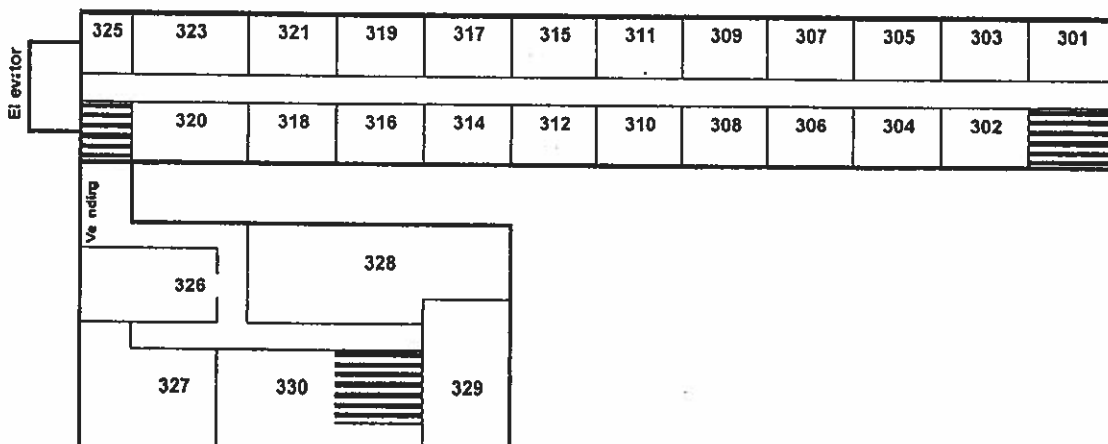


First Floor

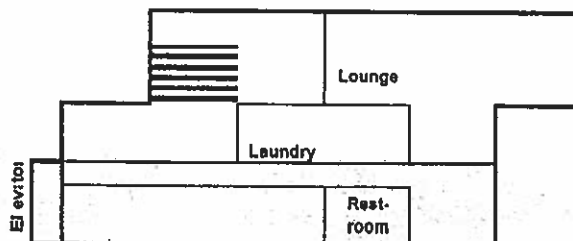
Swimming Pool



Second Floor



Third Floor

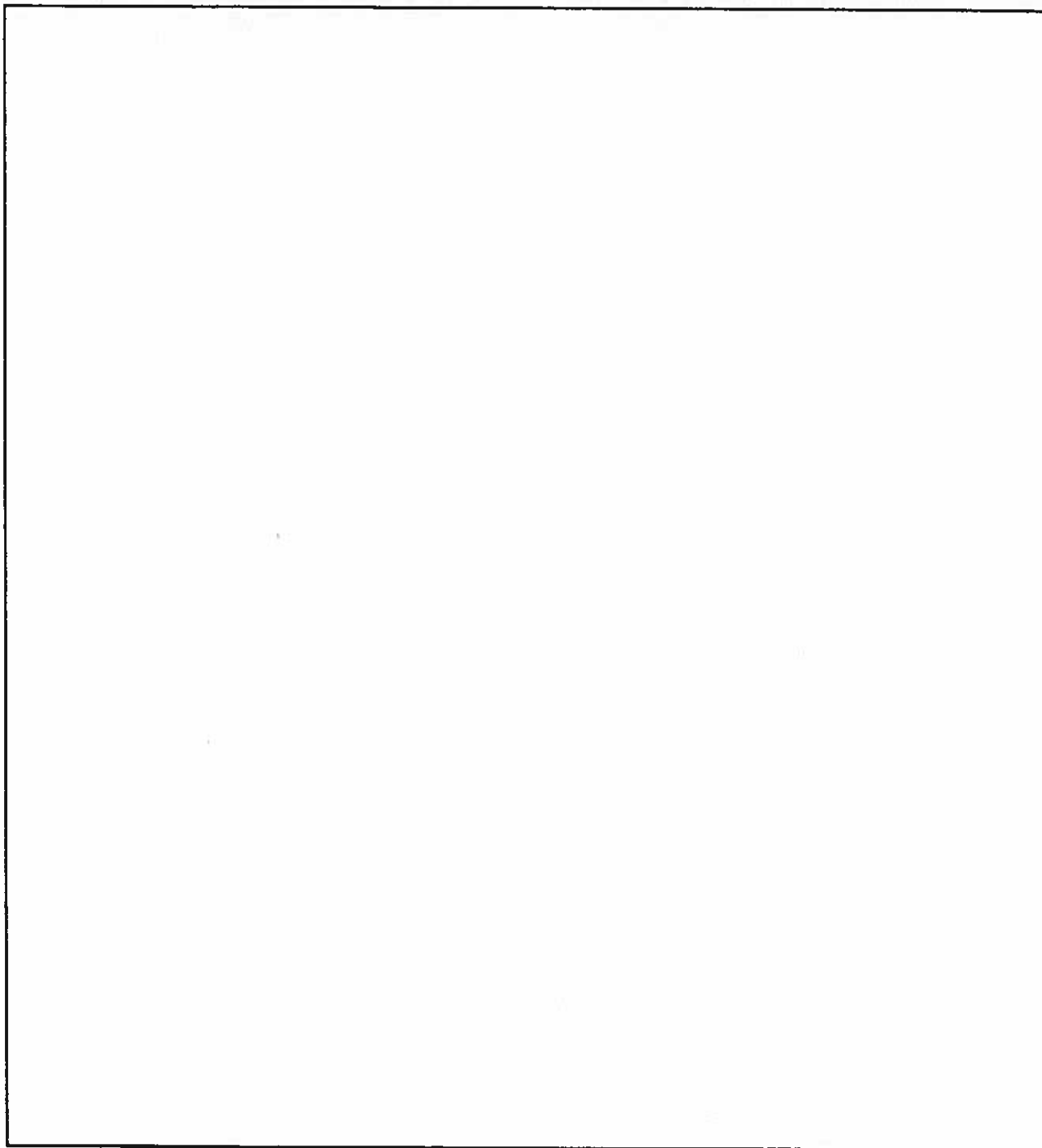


Lower Level

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.



Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

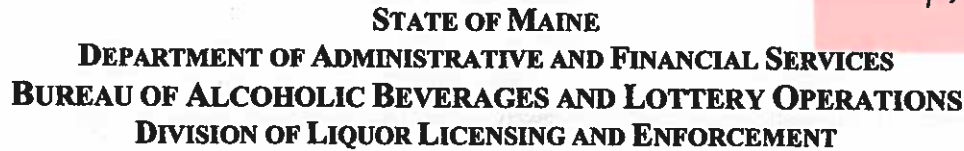
All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: White House Motel, Inc
2. Doing Business As, if any: Best Western White House Inn/Filibuster Lounge
3. Date of filing with Secretary of State: 05/27/2082 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
John D. Lafayette III	Hampden, Maine	09/17/1955	owner	50.0000
Carla Lafayette	Hampden, Maine	02/08/1956	owner	50.0000
Chris Austin	Bangor, Maine		clerk	0.0000
Jackie Rawcliffe	Hampden, Maine	07/23/1963	director	0.0000

(Ownership in non-publicly traded companies must add up to 100%.)



All Questions Must Be Answered Completely. Please print legibly.

Division Use Only	
License No:	
Class:	By:
Deposit Date:	
Amt. Deposited:	
Payment Type:	
OK with SOS: Yes <input type="checkbox"/> No <input type="checkbox"/>	

1. New license or renewal of existing license? ☐ New Expected Start date: _____
☒ Renewal Expiration Date: 1.5.2023

Food: 1,181.659.80 Beer, Wine or Spirits: 8,830.50 Guest Rooms: _____

☒ Malt Liquor (beer) ☒ Wine ☐ Spirits

4. Indicate the type of license applying for: (choose only one)

- ☒ Restaurant (Class I, II, III, IV) ☐ Class A Restaurant/Lounge (Class XI) ☐ Class A Lounge (Class X)
- ☐ Hotel (Class I, II, III, IV) ☐ Hotel – Food Optional (Class I-A) ☐ Bed & Breakfast (Class V)
- ☐ Golf Course (included optional licenses, please check if apply) (Class I, II, III, IV) ☐ Auxiliary ☐ Mobile Cart
- ☐ Tavern (Class IV) ☐ Other: _____
- ☐ Qualified Caterer ☐ Self-Sponsored Events (Qualified Caterers Only)

Refer to Section V for the License Fee Schedule on page 9

5. Business records are located at the following address:

209 Lower River Rd Greenbush, ME

6. Is the licensee/applicant(s) citizens of the United States? ☒ Yes ☐ No

7. Is the licensee/applicant(s) a resident of the State of Maine? ☒ Yes ☐ No

NOTE: Applicants that are not citizens of the United States are required to file for the license as a business entity.

8. Is licensee/applicant(s) a business entity like a corporation or limited liability company?

☒ Yes ☐ No If Yes, complete Section VII at the end of this application

9. For a licensee/applicant who is a business entity as noted in Section I, does any officer, director, member, manager, shareholder or partner have in any way an interest, directly or indirectly, in their capacity in any other business entity which is a holder of a wholesaler license granted by the State of Maine?

☐ Yes ☒ No

☐ Not applicable – licensee/applicant(s) is a sole proprietor

10. Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

☐ Yes ☒ No

If yes, please provide details: _____

11. Do you own or have any interest in any another Maine Liquor License? ☐ Yes ☒ No

If yes, please list license number, business name, and complete physical location address: (attach additional pages as needed using the same format)

Name of Business	License Number	Complete Physical Address

12. List name, date of birth, place of birth for all applicants including any manager(s) employed by the licensee/applicant. Provide maiden name, if married. (attach additional pages as needed using the same format)

Full Name	DOB	Place of Birth
Tina Carroll (Martel)	1.31.67	New Britain, CT
Mark Carroll	8.18.61	Bangor, ME
Austin Carroll	8.18.94	Bangor, ME

Residence address on all the above for previous 5 years

Name	Address:
Tina Carroll	209 Lower River Rd Greenbush, ME 04418
Name	Address:
Mark Carroll	Same as above
Name	Address:
Austin Carroll	Same as above
Name	Address:

13. Will any law enforcement officer directly benefit financially from this license, if issued?

☐ Yes ☒ No

If Yes, provide name of law enforcement officer and department where employed:

14. Has the licensee/applicant(s) ever been convicted of any violation of the liquor laws in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

15. Has the licensee/applicant(s) ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States? ☐ Yes ☒ No

If Yes, please provide the following information and attach additional pages as needed using the same format.

Name: _____ Date of Conviction: _____

Offense: _____ Location: _____

Disposition: _____

16. Has the licensee/applicant(s) formerly held a Maine liquor license? ☒ Yes ☐ No

17. Does the licensee/applicant(s) own the premises? ☒ Yes ☐ No

If No, please provide the name and address of the owner:

18. If you are applying for a liquor license for a Hotel or Bed & Breakfast, please provide the number of guest rooms available: _____

19. Please describe in detail the area(s) within the premises to be licensed. This description is in addition to the diagram in Section VI. (Use additional pages as needed)

Family Style, Pizza/Subs, table service + takeout
No Bar

20. What is the distance from the premises to the nearest school, school dormitory, church, chapel or parish house, measured from the main entrance of the premises to the main entrance of the school, school dormitory, church, chapel or parish house by the ordinary course of travel?

Name: Beal College

Distance: 1.1 miles

Section II: Signature of Applicant(s)

By signing this application, the licensee/applicant understands that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to \$2,000 or by both.

Please sign and date in blue ink.

Dated: 10.28.2021

Tina M Carroll
Signature of Duly Authorized Person

Mark W Carroll
Signature of Duly Authorized Person

Tina M Carroll
Printed Name Duly Authorized Person

Mark W Carroll
Printed Name of Duly Authorized Person

Section III: For use by Municipal Officers and County Commissioners only

The undersigned hereby certifies that we have complied with the process outlined in 28-A M.R.S. §653 and approve this on-premises liquor license application.

Dated: _____

Who is approving this application? ☐ Municipal Officers of _____

☐ County Commissioners of _____ County

- ☐ **Please Note:** The Municipal Officers or County Commissioners must confirm that the records of Local Option Votes have been verified that allows this type of establishment to be licensed by the Bureau for the type of alcohol to be sold for the appropriate days of the week. Please check this box to indicate this verification was completed.

Signature of Officials	Printed Name and Title

**This Application will Expire 60 Days from the date of
Municipal or County Approval unless submitted to the Bureau**

Included below is the section of Maine's liquor laws regarding the approval process by the municipalities or the county commissioners. This is provided as a courtesy only and may not reflect the law in effect at the time of application. Please see <http://www.mainelegislature.org/legis/statutes/28-A/title28-Asec653.html>

§653. Hearings; bureau review; appeal

1. Hearings. The municipal officers or, in the case of unincorporated places, the county commissioners of the county in which the unincorporated place is located, may hold a public hearing for the consideration of applications for new on-premises licenses and applications for transfer of location of existing on-premises licenses. The municipal officers or county commissioners may hold a public hearing for the consideration of requests for renewal of licenses, except that when an applicant has held a license for the prior 5 years and a complaint has not been filed against the applicant within that time, the applicant may request a waiver of the hearing.

A. The bureau shall prepare and supply application forms.

Section V: Fee Schedule

Filing fee required. In addition to the license fees listed below, a filing fee of \$10.00 must be included with all applications.

Please note: For Licensees/Applicants in unorganized territories in Maine, the \$10.00 filing fee must be paid directly to County Treasurer. All applications received by the Bureau from licensees/applicants in unorganized territories must submit proof of payment was made to the County Treasurer together with the application.

Class of License	Type of liquor/Establishments included	Fee
Class I	For the sale of liquor (malt liquor, wine and spirits) This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Vessels; Qualified Caterers	\$ 900.00
Class I-A	For the sale of liquor (malt liquor, wine and spirits) This class includes only hotels that do not serve three meals a day.	\$1,100.00
Class II	For the Sale of Spirits Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; and Vessels.	\$ 550.00
Class III	For the Sale of Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class IV	For the Sale of Malt Liquor Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Taverns; Pool Halls; and Bed and Breakfasts.	\$ 220.00
Class III and IV	For the Sale of Malt Liquor and Wine Only This class includes: Airlines; Civic Auditoriums; Class A Restaurants; Clubs with catering privileges; Dining Cars; Golf Courses; Hotels; Indoor Ice-Skating Clubs; Indoor Tennis Clubs; Restaurants; Vessels; Pool Halls; and Bed and Breakfasts.	\$ 440.00
Class V	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Club without catering privileges.	\$ 495.00
Class X	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Class A Lounge	\$2,200.00
Class XI	For the sale of liquor (malt liquor, wine and spirits) This class includes only a Restaurant Lounge	\$1,500.00

Section VI Premises Floor Plan

In an effort to clearly define your license premise and the areas that consumption and storage of liquor authorized by your license type is allowed, the Bureau requires all applications to include a diagram of the premise to be licensed.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the following areas: entrances, office area, coolers, storage areas, display cases, shelves, restroom, point of sale area, area for on-premise consumption, dining rooms, event/function rooms, lounges, outside area/decks or any other areas on the premise that you are requesting approval. Attached an additional page as needed to fully describe the premise.

See Attachment

Section VII: Required Additional Information for a Licensee/Applicant for an On-Premises Liquor License Who are Legal Business Entities

Questions 1 to 4 of this part of the application must match information in Section I of the application above and match the information on file with the Maine Secretary of State's office. If you have questions regarding your legal entity name or DBA, please call the Secretary of State's office at (207) 624-7752.

All Questions Must Be Answered Completely. Please print legibly.

1. Exact legal name: Carroll Crew, LLC
2. Doing Business As, if any: Pat's Pizza Hampden
3. Date of filing with Secretary of State: 11/2007 State in which you are formed: Maine
4. If not a Maine business entity, date on which you were authorized to transact business in the State of Maine:

5. List the name and addresses for previous 5 years, birth dates, titles of officers, directors, managers, members or partners and the percentage ownership any person listed: (attached additional pages as needed)

Name	Address (5 Years)	Date of Birth	Title	Percentage of Ownership
Tina Marie Carroll	209 Lower River Rd Greenbush, ME 04418	1.31.67	Managing Member	50
Mark Wayne Carroll	209 Lower River Rd Greenbush, ME 04418	8.18.61	Member	50

(Ownership in non-publicly traded companies must add up to 100%.)



Memorandum

TO: Town Council
FROM: Paula Scott, Town Manager
DATE: October 28, 2021
RE: Manning Mill Bridge

As discussed at the October 25th workshop, the recommendation of the Director of Public Works is to increase the Manning Mill load rating to what is called 'highway load'.

As presented, the cost estimates from the engineers are below.

Projects		Manning Mill	Sawyer Rd	Combined Available funds
		\$150,000	\$300,000	
Engineering		<u>(\$36,000)</u>	<u>(\$36,000)</u>	
		\$114,000	\$264,000	\$378,000
Manning Sawyer	At current load rating	\$343,000		
		<u>\$219,000</u>		
	Project cost	\$562,000		
	Less available funds	<u>(\$378,000)</u>		
	Shortfall	\$184,000		
Manning Sawyer	At 'highway' rating	<u>\$493,500</u>		
		<u>\$219,000</u>		
	Project cost	\$712,500		
	Less available funds	<u>(\$378,000)</u>		
	Shortfall	\$334,500		
Difference in projects		\$150,500		

We are asking for Council approval to proceed with engineering for the highway load rating exceeding 30,000 pounds .



Memorandum

TO: Town Council
 FROM: Paula Scott, Town Manager
 DATE: October 18, 2021
 RE: ARPA funds recommendations

At the workshop held on October 25th, we discussed staff recommendations for the use of ARPA funds. Those recommendations were referred to Council and are highlighted below:

Engineering for sewer build out on Coldbrook Road	\$300,000
Contribution to an emergency response vehicle	\$85,000
Hazard pay for emergency personnel	\$55,000
Inspecting/mitigating I/I to increase sewer capacity	\$100,000
Sewer line sagging repair at Stoney Brook	\$150,000
Restocking EMS supplies used during covid	\$7,000
Reimbursement of unemployment costs	\$15,000
Engineering for Cottage St. stormwater project	<u>\$70,000</u>
	\$782,000

The Coldbrook Rd. sewer buildout is one of the most important projects that we have been discussing, and which goes back to the 2010 Comprehensive Plan. DPW Director Smith has recently asked for a cost assessment (estimate) on what we as a town might be looking at for project costs. We might all assume that the build-out itself will need to be bonded, but the estimates for engineering came in at \$300,000 and we propose beginning that first step to place us in a position to move forward when ready.

The contribution of funds toward an emergency response vehicle would be an amount to augment the funds already available to us to purchase outright, the smaller fire truck which would be necessary to respond to emergencies on the other side of Manning Mill Bridge. By outfitting a compartment of the vehicle with PAPR units which are respiratory safety gear – which we already own – as well as other forms of PPE that the paramedics use when responding to covid calls, it would fit within the scope of the US Department of the Treasury's notice on eligible uses which, as the first bullet point in the Interim Final ruling is to *'support covid-19 response efforts to continue to decrease the spread of the virus and to bring the pandemic under control'*. Additionally, the same ruling states that *'within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities.'* We believe that this use will meet needs of our community and in speaking with the auditor, who will be performing the federal audit on these funds next year, she saw no cautions for this.

H-9

BRINDLEE MOUNTAIN

FIRE APPARATUS, LLC

Contact Us

Office : 256.776.7786
Email : sales@firetruckmall.com
Website: www.firetruckmall.com

15410 US Highway 231,
Union Grove, AL 35175
Stock #: 14797
Price: \$195,000



2021 Ford F-550 Commercial 4X4 Rescue

- 2021 Ford F-550 Commercial 4X4 Rescue
- PowerStroke 6.7L 330 HP Diesel Engine
- 350 Gallon Polypropylene Tank
- Rowe Pumps
- Rear Suction: (1) 2 1/2"
- Federal Q Siren
- Length: 27' 0"
- Wheelbase: 203"
- F-550 Crew Cab 4x4 Ford Chassis
- Torq Shift Automatic Transmission
- Scotty ATP Foam Eductor
-
- Booster Reel
- Mileage: 151
- Height: Truck Height: 7' 4"
- Winch on front bumper
- Seating for 5;
- RPM2-KD24 300 GPM Rear-Mount 1-Stage Pump
- 5 Gallons Foam A/B Foam Cell
- Rear Discharges: (1) 1 1/2" (1) 2 1/2"
- Air Conditioning
- Additional equipment not included with purchase unless otherwise listed.
- GVWR: 19,500



Brindlee Mountain Fire Apparatus is one of the world's largest used fire truck sales and service companies. Based just outside of Huntsville, Alabama, the company has forty-five full-time personnel occupying over 12,000 square feet. Our mechanics, all of whom are EVT certified, perform pump tests, general repairs, preventative maintenance, and body, collision, and paint work on over 500 used fire trucks every year. Visit us online at www.firetruckmall.com

COPY

BRINDLEE MOUNTAIN

FIRE APPARATUS, LLC

15410 Highway 231, Union Grove, AL 35175

Phone: 256-776-7786 / Fax: 256-498-0924

Sales Agreement

Brindlee Mountain Fire Apparatus (Seller) hereby agrees to sell one 2021 Ford F-550 4x4 Light Rescue (Apparatus) to Town of Hampden - Fire Department (Buyer) for the sum of \$195,000.00 (One Hundred Ninety Five Thousand Dollars and no cents).

Apparatus: 2021 Ford F-550 4x4 Light Rescue, Stock #15246, VIN: 1FD0W5HT5MED96280

Buyer Info: Town of Hampden - Fire Department, 106 Western Ave., Hampden, ME 04444

Terms and Conditions of Sale:

(1) Services Included: Seller will complete all items listed on the attached Addendum.

(2) Warranty: Apparatus will have a one (1) year warranty beginning with date of pick up. Warranty will cover any single component repair due to catastrophic failure in which the cost exceeds \$3,000.00 (Three Thousand Dollars and no cents) unless repairs are due to operator error, equipment misuse, or substandard maintenance. Apparatus must be maintained to manufacturer's recommended standards or warranty is voided. Total warranty costs paid by Seller to Buyer in the one (1) year warranty period shall not exceed \$12,000.00 (Twelve Thousand dollars and no cents). Apparatus components are engine, transmission, pump, electrical system, axles, and body structure.

(3) Payment and Title: Buyer will submit a 25% down payment of the sales price at the execution of this sales agreement. Buyer will make payment in full to Seller prior to the release of Apparatus for pick up or delivery. Seller will provide title free of lien to Buyer following receipt of payment.

(4) FOB Seller, Freight Collect: Buyer assumes the responsibility of the Apparatus upon pick up by carrier or other designated representative. Seller is responsible for all freight charges.

(5) Jurisdiction: This contract shall be governed by, construed, and enforced in accordance with the laws of Alabama. The undersigned by execution and delivery of this Agreement do hereby submit to the exclusive jurisdiction and venue of the state and federal courts of Marshall County, Alabama.

This agreement is valid for execution by November 2, 2021.



Sales Representative
Brindlee Mountain Fire Apparatus

Date

10/27/2021

Authorized Representative
Town of Hampden - Fire Department, ME

Date

Revised: 03/09/2020

BRINDLEE MOUNTAIN

FIRE APPARATUS, LLC

Addendum to November 2, 2021 Sales Agreement

Addendum for the contract between Brindlee Mountain Fire Apparatus (Seller) and DEPARTMENT (Buyer). This addendum names the specific items to be completed on the Apparatus (Stock #12345) by the Seller.

1. Apparatus will pass a new annual pump service test
2. Apparatus will be lettered to Buyer's specifications
3. The upgrades and modifications listed on Brindlee Mountain Fire Apparatus Estimate #2947 - Estimate Total Price: \$9,515 - will be completed and paid for by Seller

H-P

Hampden Public Safety Fire Department

To: Hampden Town Council

From: Jason Lundstrom- Deputy Fire Chief 

Date: October 28, 2021

Re: Maine Municipal Association Safety Enhancement Grant- Award Notification

Maine Municipal Association Safety Enhancement Grant- Award notification and request to use grant matching funds to purchase awarded equipment.

The Hampden Fire Department has been notified by Maine Municipal Association that we have successfully secured grant funding for (4) Ladder Belts and (2) Harnesses. **The total cost of this project is \$1610.65. MMA's share is \$1074.30. The Town of Hampdens share is \$536.35.** If approved by the council, the \$536.35 would be funded from the matching grant account. The ladder belts and harnesses specified above will help reduce fall related injuries and will increase the safety of our personnel. The Fire Department is looking for council approval to move forward with this project.

Current Account Status

G 3-780-00 RESERVE ACCT / MATCHING GR

-24,162.44 = Beg Bal
-11.70 = Adjust

-57.21 = YTD Net
0.00 = YTD Enc

-24,231.35 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0037		07/12/21		Beg Bal Adjustments	B GJ	0.00	10.18
07	0210		07/31/21		Matching Grant	R GJ	0.00	26.57
07	0536		10/07/21		Beg Bal Adjustments	B GJ	0.00	1.52
08	0378		08/31/21		Matching Grant	R GJ	0.00	13.21
09	0530		09/30/21		Matching Grant	R GJ	0.00	16.42
10	0623		10/27/21		audit edits to res int	R GJ	1.01	0.00
10	0624		10/27/21		audit edits to res int	C GJ	-1.01	0.00
10	0625		10/27/21		correct aud edits res int	R GJ	0.00	1.01
Totals-							0.00	68.91

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	26.57	0.00	11.70
August	0.00	13.21	0.00	0.00
September	0.00	16.42	0.00	0.00
October	0.00	1.01	0.00	0.00
Totals	0.00	57.21	0.00	11.70

Current Account Status

G 3-741-00 RESERVE ACCT / FIRE TRUCK

-83,517.57 = Beg Bal
-40.26 = Adjust

-194.28 = YTD Net
0.00 = YTD Enc

-83,752.11 = Balance

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type	Debits	Credits
07	0037		07/12/21		Beg Bal Adjustments	B GJ	0.00	35.18
07	0210		07/31/21		Fire Truck	R GJ	0.00	91.82
07	0536		10/07/21		Beg Bal Adjustments	B GJ	0.00	5.08
08	0378		08/31/21		Fire Truck	R GJ	0.00	45.69
09	0530		09/30/21		Fire Truck	R GJ	0.00	56.77
Totals-							0.00	234.54

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	91.82	0.00	40.26
August	0.00	45.69	0.00	0.00
September	0.00	56.77	0.00	0.00
Totals	0.00	194.28	0.00	40.26